



**GEORGIA PUBLIC BROADCASTING**

**ANNUAL EEO FILE REPORTS**

**2010  
WMUM**

**2010**  
**Georgia Public**  
**Telecommunications Commission**

**EEO Public Inspection File Report**  
**(WMUM)**

## **INTRODUCTION 2010**

### **Equal Employment Opportunity Public Inspection File Report**

#### **Georgia Public Telecommunications Commission (WMUM-FM and WMUM-TV)**

This report covers noncommercial educational radio station WMUM-FM, Cochran, Georgia, and noncommercial educational television station WMUM-TV, Cochran, licensed to the Georgia Public Telecommunications Commission ("GPTC"). These stations have five or more full-time employees.

The GPTC is also the licensee of an additional eight noncommercial educational television and fourteen noncommercial educational radio stations. GPTC's EEO Public Inspection File report for those stations is available in the local Public Inspection File for each station, in the local Public Inspection File maintained at GPTC's headquarters, 260 14<sup>th</sup> Street, N.W., Atlanta, GA, and on its web site: [www.gpb.org](http://www.gpb.org).

2010 Equal Employment Opportunity  
Public Inspection File Report  
List of Initiatives

5. Provide a list and brief description of initiatives undertaken to satisfy the requirement to complete four “menu options” within a two-year period.
- (v) Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.

Georgia Public Broadcasting's internship program has continued to expand with new opportunities that will be enhanced to promote a more diverse internship program. Currently GPB has expanded its program to now include the following operational areas; Productions, Information Technology, New Media, Radio, Finance, Procurement, Education, Marketing and Creative Services and Original Programming. The organization will continue to look for ways to partner with members of the local and national community to attract students that are acquiring skills needed for administrative and broadcast level employment. GPB's internship program benefits undergraduate and graduate students, as well as high school students seeking experience and hoping to explore career opportunities or acquire college credit. Internship opportunities have also included the following areas: Radio, Multi-Media Web Development, Public Relations, Member and Audience Services and Television Production. Georgia Public Broadcasting also actively extends ongoing opportunities for Volunteers through the efforts of the organization's Volunteer Coordinator for events and fund-raising campaigns. A description of the programs we have highlighted are outlined below.

Radio Internships: This program gives selected students the opportunity to be trained in broadcast journalism and as music show hosts. It also provides an opportunity for broadcast, journalism and music students to participate in radio production functions. The radio internship can encompass three areas: music production, news production, and news reporting. The Radio Internship program has created many opportunities for students not only in Atlanta but also the Savannah, Macon, and Rome, Georgia operational areas.

Multi-Media Web Development Internships: This program, developed in 2005, has grown and created opportunities for students to learn Media, Flash, Dream Weaver and other multi-media technology. Students are provided with a wide range of experience and provide continued support as needed to the GPB web team in all operational areas. The work performed impacts the television production and education areas of the organization.

Television Production Internships: This program was driven by students pursuing degrees or interest in television production. The program provides experience in the many tasks required to produce studio and documentary programs for public television audiences. This type of opportunity can include research, field and studio production and editing.

Lawmakers Internships: GPB recruits seven interns to cover the activities of the Georgia General Assembly legislative session. This program offers compensated internships for college or graduate students interested in broadcasting, journalism, political science or video production. These internships provide opportunities to research, write, produce and edit stories, as well as gain experience on technical equipment used in production of the series (i.e., Panasonic News Byte editing system, robotic cameras, Chyron character generator and teleprompter). There are approximately 50 work days for Lawmakers interns.

**Emma Bowen Foundation Program:** GPB recruited two interns to participate in a 3 year Program sponsored by the Corporation of Public Broadcasting called the “Emma Bowen Foundation”. This program consists of a year round internship during the Winter, Spring, Summer and Fall Semesters where students develop diverse knowledge while working in a variety of areas within Georgia Public Broadcasting. This program began in 2007 and ended July 31, 2010. The foundation allowed GPB to participate in a scholarship funding program that was designed to assist students interested in pursuing a career in broadcasting.

**Apprentice and Volunteer Programs:** This program continues to create meaningful experiences and training opportunities for students and citizens within the community.

- The Volunteer Program gives opportunities to students and citizens within the community. The areas for volunteering range from shadowing with producers, scheduling managers, studio production/technical teams to a variety of events and activities at GPB to include fundraising (pledge) and television production.

**(vii) Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting.**

**Emma Bowen Foundation Program:** GPB has participated in a 3 year scholarship program that ended July 31, 2010. The program offers students opportunities to learn many aspects of corporate operations and develop company-specific skills. Students participate in an annual student conference, a community service program and a mentoring program to further enhance the student's knowledge and experience. While this program has been included in our internship program, it is the only program that provides funds/scholarship monies to the participating students. This Program is sponsored by the Corporation of Public Broadcasting. The students placed with Georgia Public Broadcasting have developed diverse knowledge while working in a variety of areas that are designed to assist them in their pursuit of careers in broadcasting.

**(viii) Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for a higher-level position.**

Through the Human Resources Office, Georgia Public Broadcasting continues to develop, coordinate, and provide ongoing in-house training as well as training that is outsourced to public and private vendors, to provide employees with additional skills to perform job responsibilities and to obtain higher-level responsibilities or positions. Some areas of training include:

- **Safety Training** for field engineers to ensure guidelines needed to maintain safe worksites where engineers may work at remote location alone and have access to electrical equipment and other environments that safety precautions should be taken and guidelines followed.
- **DOAS Training** for administrative support, supervisory and procurement staff that manage the purchasing card process and supply orders for the organization.
- **Sexual Harassment training** for managers and staff to bring awareness of workplace harassment and how preventive measures that should be taken.
- **EEOC Training** for human resources staff on workplace diversity, employment laws and handling discriminations charges and complaints that may arise.
- **Mediation Training** for key management leaders. This training aides in handling internal conflicts and resolving issue that may arise.

- **Career Track Training** for employees on any level. Management training is provided to assist in the areas of Communications and Managing pressure in the workplace.
- **E-Performance Training** for Human Resources staff to plan the implementation of a new performance appraisal systems for all employees in 2010.
- **Microsoft Suite** (Word, Excel, Power Point and Access);
- **Visio Professional 2003** software training administered to division administrative assistants to train staff to create organizational charts;
- **Microsoft Project 2000** for administrative and professional employees;
- **File Management Training** for clerical personnel responsible for archiving and maintaining confidential documents;
- **Annual Briefing for Administrative Professionals** for clerical assistants and supervisors that provides professional development opportunities for networking, enhancing teamwork and sharing information among colleagues;
- **Leadership and Management Training Courses** for executive, upper level management, supervisory and new supervisors to provide training that demonstrates the necessary communication skills required to build rapport, provide feedback and work well with coworkers, supervisors, customers and vendors. These courses have been provided through the State Personnel Administration, Georgia Leadership Institute and the Carl Vinson Institute.
- **Stephen Covey Leadership training** and other self development training courses are also provided for management and employees to enhance and motivate the overall development of leaders, supervisors and staff that promote and encourage better productivity in work and family life. **Fundamentals of the Georgia Performance Management Process for Supervisors and Upper Level Management** to train supervisory staff to evaluate employees fairly and to document the process;
- **CPR and Automated External Defibrillators (AED) Training** sponsored by the American Heart Association and American Red Cross to train and certify staff that work off-site and outdoors such as production crews;
- **Telework and Work Away Training** where employees are selected as coordinators to track and coordinate telework and alternate work site agreements for employees that work condensed work weeks; employees are also training in policy and procedures when participating in a telework agreement;
- **FLSA Training** for personnel workers to keep abreast of laws and standards for employees and work schedule requirements;
- **Graphic Design and Editing training** in the areas of broadcast engineering and production. This includes training in Adobe PhotoShop and Illustrator, digital training classes for staff involved in education, web team, maintenance and satellite engineering, Avid Editing, trouble shooting, and Avid Media Composer;
- **Human Resources Conference and Training** for personnel staff to keep abreast of changes within the human resources area including law and succession planning.
- **Employees Retirement and Teachers Retirement System training** for personnel staff to keep abreast of retirement application and leave certifications required.
- **HCM Upgrade Delta/People Soft Training** for personnel staff to learn new databases and software;
- **Risk Management Workshop** for HR and Procurement staff that focus on worker's compensation, liability and property matter;
- **Grammar Basics Training** for staff required to do considerable writing for reports and/or presentations;
- **PM Tool's software training** for new supervisors and managers to learn the navigation of the performance evaluation software to evaluate staff;
- **Human Resources Training course** provided to personnel staff to review policies, procedures and develop strategies to provide better service and information to employees;

- Secure Perfect, Wave Reader Security Systems software training provided to specific staff that designs, manages and implements the use of a security database including badges and the tracking and monitoring of access rights and privileges within the organization;
- Team Building Training provided by Cameron & Associates, GPB's Employee Assistance provider for staff development.
- Manufacturer's electronic equipment training for engineering staff provided by Motorola.
- RAF Safety training for transmitter engineering staff.
- Digital Conversion equipment upgrade and manufacturer's new equipment workflow training for field engineering, maintenance engineering, and master control staff.

**(x) Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.**

Each year Georgia Public Broadcasting participates in at least four job fair/career day events sponsored by educational institutions designed to promote and encourage career opportunities in broadcasting. Some of these events for the 2009-2010 calendar year include:

- Career Day at Redan High School, (Stone Mountain, Ga.) April 16, 2010
- Career Day at Canby Lane Elementary School, (Decatur, Ga.) March 2010
- Career Day, West Manor Elementary School, (Atlanta, Ga.) May 4, 2010
- Greater Augusta Annual Job Expo, (Augusta, Ga.) June 24, 2010
- Central Education Center, Recruitment Session, (Newnan, Ga.) August 17, 2010

These events motivate and inform students and the surrounding community about the organization and career opportunities available at GPB in the areas of media, journalism, and communications.

## December 1, 2009 to December 1, 2010

**Not Applicable**



**GA PUBLIC TELECOMMUNICATIONS COMMISSION**  
**Recruitment Resource Bank<sup>1</sup>**  
**December 1, 2009 – December 1, 2010**

Address	Phone Number	Contact
South Georgia Technical College 1583 Southridge Road Americus, GA 31709	912-931-2057	malissa@southga.tec.ga.us
Rocky Mountain PBS 2200 Bonforte Blvd. Pueblo, CO 81001	719-549-2196	t samora@ktsc.pbs.org
Champlain College 163 South Willard Street Burlington, VT 05401	802-860-2720	Patricia Boera Career Planning Office
North Carolina A&T State University Office of Career Services Murphy Hall Room 101 Greensboro, NC 27411	336-334-7755	ocs@ncat.edu
University of Georgia College of Journalism & Mass Communication Athens, Ga 30602	706.542.4993	Cecil Bentley <a href="mailto:cbentley@uga.edu">cbentley@uga.edu</a> <a href="mailto:fpurcell@uga.edu">fpurcell@uga.edu</a>
• Clark Howell Hall	706-542-2006 706-542-8431	Terri Baker/ Emily Smith Charles Perry
Albany State University 504 College Drive Albany, GA 31705	912-430-4654	gewms@asurams.edu kimber@asurams.edu jdent@asurams.edu
PBS 1320 Braddock Place Alexandria, VA 22314	703-739-8444	Lorie Odum
Michigan Radio 500 South State 5000 LSA Bldg. Ann Arbor, MI 48191	734-764-9210	michigan.radio@mich.edu
Shaw University 118 East South Street Raleigh, NC 27601	919-546-8298 912-931-2057	Phyllis E. Doster

<sup>1</sup> All recruitment resources listed were contacted by GPTC for the advertising and posting of positions. No resource listed specifically requested recruitment information from GPTC.

Address	Phone Number	Contact
Global Workforce & Community Service Morris Brown College 643 Martin Luther King Jr. Dr. Atlanta, GA 30314	404-739-1320	
Massachusetts Communication College 142 Berhrelgy Street Boston, MA 02116	617-267-7910x314	k.hughue@masscomm.edu
WFRC-FM P.O. Box 33630 Amherst, MA 01003-3630	413-545-2546	Brualia V. Caban
Elizabeth City State University Campus Box 804 1704 Weeksville Road Elizabeth City, NC 27909	252-335-3692	Brutus N. Jackson
Citrus Hearing Impaired Program 105 S.E. Highway 19 Crystal River, FL 34423	352-795-5000	
WAUS-FM Berrien Springs, MI 49104	616-471-3400	waus@adrews.edu Sharon Dudgeon
Fisk University Career Services 1000 17th Avenue North Nashville, TN 37208	615-329-8631	crogan@dubois.fisk.edu
University Of Vermont L/L E Building Burlington, VT 05405	802-656-3450	career@200.uvm.edu
WCLK-FM 111 James P. Brawley Dr. SW Atlanta, GA 30314	404-880-8274	wwilliam@cau.edu
Maryland Public Television 11767 Owing Mills Blvd. Owing Mill, MD 21117	410-581-4122	hr@mpt.org
American Forces Korea Network mcguireca@afkn.dorea.army.mil Unit #15324/Box 112 APO AP 96205	011-822-7914-6393	

Address	Phone Number	Contact
New Jersey Public Broadcasting Authority P.O. Box 777 Trenton, NJ 08625-0777	609-777-5013	smcphil@njn.org
Florida West Coast Public Broadcasting 1300 North Blvd. Tampa, FL 33607	813-254-9338	
Valdosta State University Powell Hall-West Valdosta, GA 31698	912-333-5942	dhargett@valdosta.edu
WBGU-TV 245 Troup Street Bowling Green, OH 43403	419-372-7003	dlowry@wbgu.bgsu.edu
KION/ 88.1-FM P.P.I 1288 N. Bellflower Blvd. Long Beach, CA 90815	562-985-5566	kionradio@earthlink.net
Eastern Michigan University/WEMU-FM 426 King Hall Ypsilanti, MI 48197	734-487-2229	wemu@emich.edu
WMPG 96 Falmouth Street Box 9300 Portland, ME 04104-9300	207-780-4943	
KPCC Southern California Public Radio 1570 E. Colorado Blvd. Pasadena, CA 91106	626-585-7000	mail@scpr.org
KMUW-FM 3317 E. 17th Street Wichita, KS 67208	316-978-6709	kmuw@twasa.edu
Wisconsin Public Radio/Television 821 University Avenue Madison, WI 53706	608-263-9763	Betsy Bendrick bendrick@wpt.org
KVCR-TV/FM 701 S. Mt. Vernon Avenue San Bernardino, CA 92410	909-888-6511x1602	kvcr.pbs.org

Address	Phone Number	Contact
Connecticut Public Radio 240 New Britain Avenue Hartford, CT 06106	860-278-5310	ctpubradio@aol.com
WTTW 5400 S. St. Louis Avenue Chicago, IL 60625	773-509-5423	
KPBS News 5200 Campanile Drive San Diego, CA 92182	619-265-6438	marcotte@mail.sdsu.edu
KCOZ College of the Ozarks Point Lookout, MO 65726	417-335-2618	Jae Jones
West Virginia Public Radio 600 Capitol Street Charleston, SC 25301	304-556-4900	
KCSM 1200 West Hillsdale Blvd. San Mateo, CA 94402	650-574-6586	info@kcms.pbs.org
KSUI 710 S. Clinton St. Bldg. Iowa City, IA 52242-1030	319-335-5730	John Fishcher
Malcolm X College 1900W. Van Buren Chicago, IL 60612	312-850-7078	Career Development Office
Central State University Career Services Center Wilberforce, OH 45384	937-376-6383	ccrawford@ces.edu
Norfolk State University 700 Park Avenue Norfolk, VA 23504	757-823-2075	Ben Ellis
KMOS-TV Wood 11 Central Missouri State University Warrensburg, MO 64093	660-543-4155	Fred Hunt

Address	Phone Number	Contact
WITF, Inc. P.O. Box 2954 1982 Locust Lane Harrisburg, PA 17105	717-236-6000	humanresources@witf.org
WGVU-TV, WGVU-AM, WGVU-AM&FM 301 W. Fulton Grand Rapids, MI 49504	616-771-6737	wgvu@gvsu.edu
Owens Community College P.O. Box 10000 Toledo, OH 43699	419-661-7617	
Florida A&M University Tallahassee, FL 32307	850-599-3353	Delores Dean ddean@famu.edu
Vermont Public Television 88 Ethan Allen Avenue Colchester, VT 05446	802-655-4800	view@vpt.org
Paine College 1235 15th Street Augusta, GA 30901	706-821-8307	Dr. Radiah Umoh
KNPB Channel 5 1670 N. Virginia Street Reno, NV 89503	775-784-4555	cheryl@knpb.org
KOCV 201 West University Odessa, TX 79764	915-335-6336	kocv@odessa.edu
Georgia Southern University P.O. Box 8091 Statesboro, GA 30460	912-681-0531	Reed Smith, Ph.D.
WQPT-TV 6600 34th Ave. Moline, IL 61265	309-796-2424	Rick Best
KTWU/Channel 11 1700 SW College Topeka, KS 66621	785-231-1111	Lauri Nichols

Address	Phone Number	Contact
Atlanta VA Regional Hospital 1700 Clairmont Road Decatur, GA 30033	404-929-5844	
Corporacion De Puerto Rico Para La Difusion Publica P.O. Box 190909 San Juan, PR 00919-0909	787-766-0505	
Butler Street YMCA 22 Butler Street, N.E. Atlanta, GA 30303	404-659-0915	Viola Waddell Brown
Wider Opportunities for Women 815 15th Street, N.W. Suite 916 Washington, DC 20005	202-638-3143	
Board of Regents of the University System of Georgia 270 Washington Street Atlanta, GA 30334	404-657-1332	Human Resources Office
Careers @ Work 4549 Chamblee Dunwoody Rd. Atlanta, GA 30338	770-677-9441	Todd Green
NAACP P.O. Box 115087 Atlanta, GA 30310	404-756-9091	Saundra Douglas
MAHJ 1193 National Press Building Washington, DC 20009	202-662-7145	mahj@mahj.org
Georgia Assoc. for Community Education GSU P.O. Box 8133 Statesboro, GA 30460	912-681-5247	shesmith@saix2.cc.gasou.edu
Catholic Social Services 680 West Peachtree Street, N.W. Atlanta, GA 30303	404-885-7487	gpalmer@archdioces.com
National Black Arts Festival 659 Auburn Avenue Atlanta, GA 30312	404-730-7315	

Address	Phone Number	Contact
EPA-Hispanic Employment 61 Forsyth Street, S.W. 15th Floor-GW/UIC Section Atlanta, GA 30303		Magda S. Castillo
Governor's Children & Youth Coordinating Council 10 Park Place South, Suite 410 Atlanta, GA 30303	404-656-9345	Judy Reynolds
Greater Columbus Urban League 802 1st Avenue Columbus, GA 31901	706-323-3687	Rochelle Perkins
Metropolitan OIC, Inc. 818 Pollard Blvd. Atlanta, GA 30315	404-522-6422	
The Atlanta Urban League, Inc. 100 Edgewood Avenue, N.E., Suite 600 Atlanta, GA 30303	404-659-1150	
Savannah State University P.O. Box 20524 Savannah, GA 31404	912-356-2285	brownt@savstate.edu
Emory University 1784 N. Decatur Road, Suite 200 Atlanta, GA 30322	404-727-0510	Michael Brock Emory Career Center
• Journalism Program	404.727.6133	Sheila Tefft <a href="mailto:stefft@emory.edu">stefft@emory.edu</a>
Clayton State University 5900 North Lee Street Morrow, GA 30260	770-961-3518	Joan McElroy Angelyn Cheyne <a href="mailto:angelyncheyne@mail.clayton.edu">angelyncheyne@mail.clayton.edu</a>
DeKalb Technical College 495 N. Indian Creek Drive Clarkston, GA 30021	404.297.9522 ext: 1232 or ext: 1109	Cynthia Dorsey Edwards Director - Office of Career & Job Search Services <a href="mailto:edwardsc@dekalbtech.edu">edwardsc@dekalbtech.edu</a>
Thomas Technical Institute 15689 US Hwy 19 North Thomasville, GA 31792	912-225-4096	

Address	Phone Number	Contact
Albany Technical Institute 1021 Lowe Road Albany, GA 31701	912-430-3500	
Ogeechee Technical Institute 1 Joe Kennedy Blvd. Statesboro, GA 30458	1-800-646-1316	
Swainsboro Technical Institute 346 Kite Road Swainsboro, GA 30401	912-289-2200/2215	
Savannah Technical Institute 5717 White Bluff Road Savannah, GA 31406	912-351-6423	
Okefenokee Technical Institute 1701 Carswell Avenue Waycross, GA 31501	912-287-6584	
Altmaha Technical Institute 1777 West Cherry Street Jesup, GA 31545	912-427-5800	
Valdosta Technical Institute P.O. Box 92 Val Tech Road Valdosta, GA 31603-0928	229-333-2100	
West Georgia Technical Institute 303 Fort Drive LaGrange, GA 30240	706-845-4339	
Southwest Georgia Technical College 15689 U.S. Highway 19 North Thomasville, Georgia 31792	229-225-4096	
Flint River Technical Institute P.O. Box 1089 Thomaston, GA 30286	706-646-6163	
Columbus Technical Institute 928 45th Street/Manchester Expressway Columbus, GA 31904-6572	770-229-3227	
Carroll Technical Institute 997 South Highway 16 Carrollton, GA 30116	770-836-6807	
Atlanta Technical College Institute 1560 Metropolitan Pkwy, SW Atlanta, GA 30310	404-225-4470	Cathy Clements cclements@atlantatech.edu



Griffin Technical Institute 770-229-3227  
501 Varsity Road  
Griffin, GA 30223

Augusta Technical College/Institute 706-771-4000  
3116 Deans Bridge Road 706.771.4017  
Augusta, GA 30906

Dona Wendt  
Career Services/Recruiting  
Specialist  
[dwendt@augustatech.edu](mailto:dwendt@augustatech.edu)

Gwinnett Technical Institute 770-962-7580  
5150 Sugarloaf Parkway  
Lawrenceville, GA 30046-1505

Devry Institute of Technology 404-292-7900  
250 N. Arcadia Avenue SW  
Decatur, GA 30030

Kim Molee  
[kmolee@admin.atl.devry.edu](mailto:kmolee@admin.atl.devry.edu)

Connecticut School of Broadcasting 678-205-2210  
1355 Terrell Mill Rd SE  
Bldg 1472 Suite 100  
Marietta, GA 30067

Holly Jones  
Director

Bainbridge College 229-248-2500  
Dir of Voc. Technical Education  
US Hwy 84 East  
Bainbridge, GA 31717

Coastal Georgia Community College 1-800-675-7235  
3700 Altama Avenue  
Brunswick, GA 31520-3644

Division Chairman

Dalton College 706-272-2557  
213 N. College Drive  
Dalton, GA 30720

Director

GA Department of Technical & Adult Education 404-679-1700  
1800 Century Place  
Atlanta, GA 30345-4504

Michael F. Vollmer  
Commissioner

Athens Tech 706-355-5000  
Career & Plan/Placement Office  
800 US Hwy 29 N  
Athens, GA 30601-1500

Dale Gibson

East Central Tech 229-468-2000  
PO Box 1069  
Fitzgerald, GA 31750

Chattahoochee Technical College 770-528-4545  
980 S. Cobb Drive  
Marietta, GA 30060

Lucylle/Renee  
[lshelton@chattcollege.com](mailto:lshelton@chattcollege.com)

Southern Polytechnic State University 770-528-7200  
1100 South Marietta Pkwy  
Marietta, GA 30060-2896

Address	Phone Number	Contact
Coosa Valley Tech 785 Cedar Avenue Rome, GA 30161-6757	706-295-6963	
Heart of Georgia Tech 560 Pinehill Road Dublin, GA 31021	478-274-7765	
Lanier Tech PO Box 58 Oakwood, GA 30566	770-531-6300	
Macon Tech 3300 Macon Tech Drive Macon, GA 31206	478-757-3400	
Middle Georgia Tech 1311 Corder Road Warner Robins, GA 31088	478-988-6800	
Moultrie Tech 361 Industrial Drive Moultrie, GA 31768	229-891-7000	
North Georgia Tech P. O. Box 65 Clarkston, GA 30523	706-754-7700	
North Metro Tech 5198 Ross road Acworth, GA 30102	770-975-4000	
Pickens Tech 100 Pickens Tech Drive Jasper, GA 30143	706-692-3411	
Sandersville Regional Tech P.O. Box 6179 Sandersville, GA 31082	478-553-2050	
South Georgia Tech 1583 Southerfield road Americus, GA 31709-8104	912-931-2252	
Southeastern Tech 3001 East 1st Street Vidalia, GA 30474	912-538-3100	
Northwestern Tech Institute (Walker) 265 Bicentennial Trail Rock Springs, GA 30739	706-764-3510	

Address	Phone Number	Contact
Florida Times Union 1 Riverside Avenue Jacksonville, FL 32202	(904) 359-4321	
Albany Herald (Express & Enblem Paper) 126 N. Washington Street Albany, GA 31702-0048	912-888-9398	
Atlanta Journal/Constitution P.O. Box 4689 Atlanta, GA 30302	404-577-5772	<a href="http://www.ajc.com">www.ajc.com</a>
Atlanta Daily World 145 Auburn Avenue Atlanta, GA 30335	404-659-1110	
Savannah Morning News P.O. Box 1088 Savannah, GA 31402	912-652-0203 Fax: 912-236-8909	Denise Duncan Recruitment
Waycross Journal- Herald 400 Isabella St Waycross, GA 31501	912-283-2244	
Augusta Chronicle P.O. Box 1928 Augusta, GA 30903-1 928	706-724-0851 706-828-4373	Kim
Columbus Ledger P.O. Box 711 12th Street Columbus, GA 31902	706-576-6236	
Macon Telegraph 120 Broadway Macon, GA 31201	478-744-4269 478-744-4200	Jessica
Georgia Association of Broadcasters 8010 Roswell Road, Suite 260 Atlanta, GA 30350	770-395-7200	
National Association of Broadcasters 1771 North Street, NW Washington, D.C.	202-429-5300	<a href="mailto:nab@nab.org">nab@nab.org</a>

Address	Phone Number	Contact
State Personnel Administration Suit 502, West Tower 200 Piedmont Ave., S.E. Atlanta, GA 30334-5100	404-656-2705	Commissioner
Albany-Macon Times 813 Forsyth Street, Albany, GA 31202	912-432-7070	
Jacksonville Naval Air Station Commanding Officer Box 2 Naval Air Station Jacksonville, Florida 32212-5000	904-542-2345/4011	
Moody Airforce Base Family Support Center	229-257-3333 Fax: 229-257-3114	Sharon Thompson <a href="mailto:Sharon.thompson@moody.af.mil">Sharon.thompson@moody.af.mil</a>
The Atlanta Inquirer 947 Martin Luther King Jr. Drive NW, Post Office Box 92367 Atlanta, GA 30314	404-523-6086	
The Atlanta Tribune L&L Communications, Inc. 875 Old Roswell Road Suite C-100 Roswell, GA 30076	404-587-0501	<a href="mailto:plottier@mindspring.com">plottier@mindspring.com</a>
AUC Digest Atlanta University Center Post Office Box 3191 Atlanta, GA 30302	404-523-6136	
The Atlanta Voice 633 Pryor Street Post Office Box 2123 Atlanta, GA 30312	404-524-6426	
The Columbus Times 2230 Buena Vista Road Columbus, GA 31907	404-324-2404	Editor Helmut Gertjegerdes
Fort Valley Herald 315 North Carmellia Boulevard Post Office Box 899 Fort Valley, GA 31030	912-825-7000	

Address	Phone Number	Contact
The Herald 1803 Barnard Street Post Office Box 486 Savannah, GA 31402	912-232-4505	
Metro County Courier Post Office Box 2385 Augusta, GA 30903	404-724-6556	
The Savannah Tribune 916 Montgomery Street P. O. Box 2066 Savannah, GA 31402	912-233-6128	
Rockdale Citizen Newspaper P.O. Box 13 Conyers, GA 30012	770-483-3140	Kellie
Brunswick News 3011 Altama Ave Brunswick, GA 31520	912-265-8320	
Charlton County Herald Newspaper 204 South First Street Folkston, Georgia 31537	912-496-3585	
Current Newspaper Marketing Director 1612 K Street NW, Suite 704 Washington, DC 20006	877-745-8776 ext.1 Fax: 877-745-8775	Kathleen Unwin currentpublicmedia@gmail.com <a href="http://www.current.org/">http://www.current.org/</a>
The Chronicle of Philanthropy (Philanthropy Careers)	202-466-1230	jobs@philanthropy.com <a href="http://philanthropy.com/jobs/">http://philanthropy.com/jobs/</a>
Corporation for Public Broadcasting Website 401 Ninth Street, NW Washington, DC 20004-2129	202-879-9600	<a href="http://www.cpb.org/jobline/">http://www.cpb.org/jobline/</a>
GA Department of Labor Website 148 Andrew Young International Blvd. N.E. Atlanta, Georgia 30303-1751	404-656-3182 1-877-562-7442	<a href="http://www.dol.state.ga.us/js/">http://www.dol.state.ga.us/js/</a> Wyndra Carter Jobs 4 GA Call Center <a href="mailto:Jobs4GA@dol.state.ga.us">Jobs4GA@dol.state.ga.us</a>
The Jobsite State Personnel Administration	404 657-2838 or 404.656.2725	Juli Schweickert <a href="mailto:juli.schweickert@spa.ga.gov">juli.schweickert@spa.ga.gov</a> <a href="https://www.careers.ga.gov/">https://www.careers.ga.gov/</a> <a href="mailto:isdtd@spa.ga.gov">isdtd@spa.ga.gov</a>

Address	Phone Number	Contact
TV Jobs.Com	1-877-988-9808	Mark C. Holloway
MonsterTrak.com	1-800-999-8725 310-893-5575	William Raiford <a href="http://college.monster.com/">http://college.monster.com/</a>
Monster Jobs	317-616-5743 1-800-666-7837	<a href="http://www.monster.com">http://www.monster.com</a> Angela Brawley <a href="mailto:Angela.brawley@monster.com">Angela.brawley@monster.com</a> Staci Pfigsten Quinn Marshall <a href="mailto:Quinn.marshall@monster.com">Quinn.marshall@monster.com</a>
Hot Jobs .Com	786-437-3575	Areil Mordetsky
RESA (Regional Education Services Agencies)		<a href="mailto:barp@ellijay.com">barp@ellijay.com</a> <a href="mailto:hchambers@cpresa.org">hchambers@cpresa.org</a> <a href="mailto:hcooper@hom.net">hcooper@hom.net</a> <a href="mailto:jhuntley@roman.net">jhuntley@roman.net</a> <a href="mailto:mcallawa@doe.k12.ga.us">mcallawa@doe.k12.ga.us</a> <a href="mailto:Meridith_Walker@does.k12.ga.us">Meridith_Walker@does.k12.ga.us</a> <a href="mailto:mresa@mresa.org">mresa@mresa.org</a> <a href="mailto:rbellamy@okresa.org">rbellamy@okresa.org</a> <a href="mailto:tnelson@csra.c-savannah.resa.k12.ga.us">tnelson@csra.c-savannah.resa.k12.ga.us</a>
Georgia Public Broadcasting Website <a href="http://www.gpb.org/jobs">www.gpb.org/jobs</a>	404-685-2262	William Overall
Atlanta Press Club	404-577-7377	Susan Asher
University of West Georgia	770-836-6500	<a href="mailto:bbrewer@westga.edu">bbrewer@westga.edu</a>
Southern Polytechnic University	770-528-7391	<a href="mailto:bmcdonald@spsu.edu">bmcdonald@spsu.edu</a>
Morehouse College Brawley Hall 200	404)681-2800, ext. 2170	<a href="mailto:bmclaurin@morehouse.edu">bmclaurin@morehouse.edu</a> Ron Thomas <a href="mailto:rthomas@morehouse.edu">rthomas@morehouse.edu</a> <a href="mailto:Rthomas3@gmail.com">Rthomas3@gmail.com</a> <a href="mailto:kdavis@morehouse.edu">kdavis@morehouse.edu</a>
Georgia State University 662 One Park Place P.O. Box 4000 Atlanta, GA 30302 Department of Communication	404.413.5651 Fax: 404.413.5634	Doug Barthlow: Internship Coordinator <a href="mailto:dbarthlow@gsu.edu">dbarthlow@gsu.edu</a>

Address	Phone Number	Contact
Clark Atlanta University Dept. of Mass Media Arts 223 James P. Brawley Drive Atlanta, Ga 30314	404-880-8000 404.880.8294	<a href="mailto:cppc@cau.edu">cppc@cau.edu</a> Dr. Eichelberger: Dept. Chair & Internship Coordinator <a href="mailto:heichelb@cau.edu">heichelb@cau.edu</a>
Spelman College English Department 350 Spelman Lane SW Atlanta, GA 30314	404-270-5273 404.270.5588	<a href="mailto:dlindsay@spelman.edu">dlindsay@spelman.edu</a> Dr. Donna A.S. Harper <a href="mailto:dharp@spelman.edu">dharp@spelman.edu</a>
Oglethorpe University	404-261-1441	<a href="mailto:eolaughlin@oglethorpe.edu">eolaughlin@oglethorpe.edu</a> <a href="mailto:sdominick@oglethorpe.edu">sdominick@oglethorpe.edu</a>
Atlanta Art Institute	770-394-8300	<a href="mailto:kelekcu@aii.edu">kelekcu@aii.edu</a>
Art Institute of Atlanta		<a href="mailto:aiacareersvc@aii.edu">aiacareersvc@aii.edu</a>
Kennesaw State University Department of Communication	770-423-6000 Fax: 770-423-6740	<a href="mailto:pjones@kennesaw.edu">pjones@kennesaw.edu</a> Tom Gray Internship Coordinator <a href="mailto:tgray17@kennesaw.edu">tgray17@kennesaw.edu</a> Internship Posting Request Form: <a href="http://www.kennesaw.edu/communication/internshiprequest2.doc">http://www.kennesaw.edu/communication/internshiprequest2.doc</a>
Atlanta College of Art 1280 Peachtree St. NE Atlanta, Georgia 30309	404-733-5001	<a href="mailto:reliang.tsang@woodruffcenter.org">reliang.tsang@woodruffcenter.org</a>
Savannah College of Art and Design –Atlanta Admission Department 1600 Peachtree St. N.W. Atlanta, GA 30309	404-253.2700	<a href="mailto:scadat@scad.edu">scadat@scad.edu</a> <a href="http://www.collegecentral.com/scad">http://www.collegecentral.com/scad</a>
SCAD- Savannah Location:	912.525.4611	Greg Renda (Audio) <a href="mailto:grenda@scad.edu">grenda@scad.edu</a> Mark Macaulay (Television) <a href="mailto:mmacaula@scad.edu">mmacaula@scad.edu</a>
SCAD- Atlanta Location:	404.253.3276	Lynn Barrett-Director <a href="mailto:lbarrett@scad.edu">lbarrett@scad.edu</a>
Interactive College of Technology		<a href="mailto:sjarrad@ict-ils.edu">sjarrad@ict-ils.edu</a>

Address	Phone Number	Contact
Atlanta Intercontinental University (AIU)	1-888-999-4248	<a href="mailto:sjenkins@buckhead.aiuniv.edu">sjenkins@buckhead.aiuniv.edu</a> <a href="mailto:buckhead.aiuniv.edu">buckhead.aiuniv.edu</a> Sherindika Campbell <a href="mailto:sherindika.campbell@buckhead.aiuniv.edu">sherindika.campbell@buckhead.aiuniv.edu</a>
Omni Tech Institute	404.284.8121 Cell: 770.256.1501	Sherrie Adams Placement Coordinator <a href="mailto:sadams@omnitech.edu">sadams@omnitech.edu</a>
ITT Technical Institute 10700 Abbotts Bridge Road, Suite 190 Duluth, GA 30097	678-957-8510	Dawn Pierce Career Services Specialist <a href="mailto:dpierce@itt-tech.edu">dpierce@itt-tech.edu</a>
Georgia Perimeter College Dunwoody Campus	770.274.5112	Kenya Edwards <a href="mailto:Kenya.edwards@gpc.edu">Kenya.edwards@gpc.edu</a>
Georgia Tech 686 Cherry Street Atlanta, GA 30332-0165	404-894-2550	<a href="mailto:sonia.mcallister@success.gatech.edu">sonia.mcallister@success.gatech.edu</a>
<ul style="list-style-type: none"> <li>School of Literature, Communication &amp; Culture</li> <li>Ivan Allen College Liberal Arts</li> <li>Georgia Tech Buzz (online)</li> <li>Georgia Tech Alumni Assoc.</li> </ul>	404.385.0625 404-894-1720 404.894.1923 404.894.2394	Shannon Dobranski <a href="mailto:shannon.dobranski@lcc.gatech.edu">shannon.dobranski@lcc.gatech.edu</a> Rebecca Keane <a href="mailto:rebecca.keane@iac.gatech.edu">rebecca.keane@iac.gatech.edu</a> Sonia McAlister <a href="http://gatech-csm.symplicity.com/employers">http://gatech-csm.symplicity.com/employers</a> Caroline Player <a href="mailto:Caroline.player@alumni.gatech.edu">Caroline.player@alumni.gatech.edu</a>
NCTE (National Council Teachers & Educators) 1111 W. Kenyon Road Urbana, IL 61801-1096	217-328-3870	<a href="http://www.ncte.org/forms/classified/cfad.asp">http://www.ncte.org/forms/classified/cfad.asp</a>
DACCS Radio Service Computer Network	404-685-2682 or 404-685-2677	Susanna Capelouto
National Association of Hispanic Journalists 1000 National Press Building 529 14 <sup>th</sup> Street NW Washington, DC 20045	202-662-7483 202-662-7144 (Fax) 202-662-7145	Leticia Salazar <a href="http://www.nahj.org">www.nahj.org</a> <a href="http://nahj.ihispano.com">http://nahj.ihispano.com</a>
American Libraries Association 50 East Huron Chicago, IL 60611	1-800-545-2433	



Address	Phone Number	Contact
Society of Professional Journalists Eugene S. Pulliam National Journalism Center, 3909 N. Meridian St. Indianapolis, IN 46208	317-927-8000 Fax: 317-920-4789	
Armstrong Atlantic University 11935 Abercorn Street Savannah, GA 31419	800-633-2349 912-927-5277	
NATAS Northwest Chapter PO Box 58530 Seattle, WA 98138	770-414-8777 206-575-3444 Fax: 206-575-9255	
Georgia's Job Bank		<a href="http://www.jobsearch.org/GA/employer/jobbuilder">http://www.jobsearch.org/GA/employer/jobbuilder</a>
Broadcasting & Cable Variety Careers The Media & Entertainment Job Site		<a href="http://www.secure.careercast.com">http://www.secure.careercast.com</a>
MediaLine P.O. Box 51909 Pacific Grove, CA 93950	800-237-8073 Fax: 831-648-5204	
Opportunity NOCs New England c/o Executive Service Corps 38 Chauncy Street, Suite 802 Boston, MA 02111	617-357-0849 Fax: 617-423-2510	
Opportunity Knocks		<a href="http://www.opportunitynocs.org/jobseekerx/info@opportunityKnocks.org">http://www.opportunitynocs.org/jobseekerx/info@opportunityKnocks.org</a> <a href="http://www.opportunityknocks.org">http://www.opportunityknocks.org</a>
Idealist.org Action Without Borders 360 West 31 <sup>st</sup> Street, Suite 1510 New York, New York 10001	<a href="http://www.idealists.org">http://www.idealists.org</a>	Lea Policoff
PBS Connect Forums	<a href="http://connect.pbs.org">http://connect.pbs.org</a>	
Dice Incorporated 4101 NW Urbandale Drive Urbandale, IA 50322	877-386-3323 ext 2180 515-313-2180 Fax: 515-313-2480	Dorene Hickey Sales Executive <a href="mailto:dorene.hickey@dice.com">dorene.hickey@dice.com</a> <a href="http://www.dice.com">www.dice.com</a>
Piedmont College 165 Central Avenue Demorest, Ga 30535 GA 30535	706-778-3000	<a href="http://www.piedmont.edu">www.piedmont.edu</a>

Address	Phone Number	Contact
PND Foundation Center Philanthropy News Digest The Job Corner	212-807-2499/2433 Fax: 212-691-1828	Regina Mahone <a href="mailto:rnm@foundationcenter.org">rnm@foundationcenter.org</a> Mitch Nauffts <a href="mailto:mfn@foundationcenter.org">mfn@foundationcenter.org</a> <a href="http://foundationcenter.org">http://foundationcenter.org</a>
Public Radio Programmer's Association, Inc. (PRPD) P.O. Box 357 Hamilton, NY 13346	315-824-0258	
Public Radio News Director's Incorporated (PRNDI)		<a href="http://www.prndi.org">www.prndi.org</a>
Douglas County Sentinel 8501 Bowden Street Douglasville, Georgia 30134	770-942-6571	
Rome Chamber of Commerce		<a href="http://www.romea.com">www.romea.com</a>
Craigs List (Atlanta)		<a href="http://atlanta.craigslist.org">http://atlanta.craigslist.org</a>
Dalton Daily Citizen 308 South Thornton Avenue Dalton, Georgia 30720	706-272-7711, 706-727-7743, (Fax)	Susy Talley <a href="mailto:susytalley@daltoncitizen.com">susytalley@daltoncitizen.com</a> <a href="http://www.daltondailycitizen.com">www.daltondailycitizen.com</a>
Rome Tribune Newspaper 305 East Sixth Avenue Rome, Georgia	706-290-5300	
Media Bistro	(212) 547-7914 (888) 589-1963	Liana Kim <a href="mailto:job.info@mediabistro.com">job.info@mediabistro.com</a> <a href="http://www.mediabistro.com/employers">http://www.mediabistro.com/employers</a>
Mass Media Jobs		Emmanuel Sullivan CEO-Founder <a href="http://www.massmediajobs.com/">http://www.massmediajobs.com/</a> <a href="mailto:mymassmediajobs@massmediajobs.com">mymassmediajobs@massmediajobs.com</a>
DevBistro		<a href="http://www.devbistro.com/">http://www.devbistro.com/</a>
Variety Media Careers (The Biz Variety)		<a href="http://www.varietymediacareers.com">http://www.varietymediacareers.com</a>
Network Professional Association 1401 Hermes Lane San Diego, California 92154	(888) NPA-NPA0	<a href="http://www.npanet.org/public/careers.cfm">http://www.npanet.org/public/careers.cfm</a>
Latin American Association Job Bank		<a href="mailto:jobs@latinamericanassoc.org">jobs@latinamericanassoc.org</a>

Address	Phone Number	Contact
Women in Film and Television Atlanta		<a href="mailto:info@wifta.org">info@wifta.org</a>
National Association of Black Journalists	(866) 964-2765 x2718	<a href="http://careerservices.nabj.org/">http://careerservices.nabj.org/</a> Stephanie McGee NABJ jobs Online Advisor <a href="mailto:Stephanie.mcgee@boxwoodtech.com">Stephanie.mcgee@boxwoodtech.com</a>
Atlanta Association of Black Journalist		<a href="http://www.aabj.org/">www.aabj.org/</a> <a href="mailto:aabjorg@yahoo.com">aabjorg@yahoo.com</a>
The Ladders	800-871-2574	<a href="mailto:recruit@recruitladder.com">recruit@recruitladder.com</a> <a href="http://www.TheLadders.com">www.TheLadders.com</a>
TV and Radio Jobs		<a href="http://tvandradiojobs.com">http://tvandradiojobs.com</a>
Media Match 8112 ½ W. 3 <sup>rd</sup> Street Los Angeles, California 90048	323-284-5589	Tammy Romaniuk <a href="mailto:tammy@media-match.com">tammy@media-match.com</a> <a href="http://www.media-match.com">www.media-match.com</a>
Atlanta Job Zone 5555 Triangle Parkway, Suite 115 Atlanta, GA 30092	770.955.4458	Tamara Pringle <a href="http://atlanta.jobing.com/">http://atlanta.jobing.com/</a> <a href="http://www.atlantajobzone.com/employer/mypage">http://www.atlantajobzone.com/employer/mypage</a>
Atlanta Journal & Constitution 72 Marietta St. NW Atlanta, Georgia 30303		<a href="http://www.ajcjobs.com">http://www.ajcjobs.com</a>
Rome News Tribune 305 East Sixth Avenue PO Box 1633 Rome, Georgia 30161	706-290-5252	<a href="mailto:romenewstribune@rn-t.com">romenewstribune@rn-t.com</a>
Journalism Jobs.com	510-653-1521	<a href="mailto:contact@journalismjobs.com">contact@journalismjobs.com</a> <a href="mailto:info@journalismjobs.com">info@journalismjobs.com</a> <a href="http://www.journalismjobs.com/post_job.cfm">http://www.journalismjobs.com/post_job.cfm</a>
Computer Jobs	1-800-850-0045 x1829 1-678-589-2540 Fax 1-800-850-0369	Kerrie Lynne Wilson Account Manager <a href="mailto:Kerrie.Wilson@ComputerJobs.com">Kerrie.Wilson@ComputerJobs.com</a>
Tech Careers (c/o Beyond.com Network) 1060 First Avenue, Suite 100 King of Prussia, PA 19406	(610)878-2800	<a href="http://www.techcareers.com">http://www.techcareers.com</a>
Native America Journalists Association Non-Profit Job Posting	(405)325-9008 Fax: 405-305-6945	<a href="mailto:info@naja.com">info@naja.com</a>

Address	Phone Number	Contact
Newslink		<a href="http://www.newslink.org/rpuradi.html">http://www.newslink.org/rpuradi.html</a>
Education Writers Association		<a href="http://www.eaw.org/site/PageServer">http://www.eaw.org/site/PageServer</a>
National Educational Telecommunications Association PO Box 50008 Columbia, SC 29250	803-799-5517 Fax: 803-771-4831	<a href="http://www.netaonline.org/">http://www.netaonline.org/</a>
The Association of Independents in Radio PO Box 220400 Boston, MA 02122	617-825-4400	<a href="http://www.airmedia/PageInfo.php?PageID=9">http://www.airmedia/PageInfo.php?PageID=9</a>
Russell Lewis listserv - NPR Southern Bureau Chief		<a href="http://www.npr.org/templates/story/story.php?storyId=7569853">http://www.npr.org/templates/story/story.php?storyId=7569853</a>
Asian American Journalists Association AAJA National Office 5 Third Street, Suite 1108, San Francisco, California 94103	415-346-2051 Fax: 415-346-6343	<a href="http://www.ajaa.org">http://www.ajaa.org</a> <a href="mailto:national@ajaa.org">national@ajaa.org</a>
Radio Television Digital News Association		<a href="https://map.rtdna.org/careercenter/CC13PostaJob.aspx">https://map.rtdna.org/careercenter/CC13PostaJob.aspx</a>
ITjobs.net		<a href="http://www.itjobs.net/">http://www.itjobs.net/</a>
Association of Fundraising Professionals	1-888-491-8833 ext. 1011	<a href="http://jobs.afpnet.org/hr">http://jobs.afpnet.org/hr</a>
Agnes Scott College		Employment and Internship Opportunities <a href="https://www.myinterface.com/agnesscott/contactregistration.aspx?emp_id=277">https://www.myinterface.com/agnesscott/contactregistration.aspx?emp_id=277</a>
100 Black Men of Atlanta	404-525-6220 Fax: 404-525-6124	<a href="http://www.100blackmen-atlanta.org/">http://www.100blackmen-atlanta.org/</a> <a href="mailto:dwhitley@100blackmen-atlanta.org">dwhitley@100blackmen-atlanta.org</a> <a href="mailto:info@100blackmen-atlanta.org">info@100blackmen-atlanta.org</a>
The Atlanta Chapter of Jack and Jill of America, Inc. P.O. Box 310627 Atlanta, Ga 31131		<a href="mailto:info@jackandjillatlanta.org">info@jackandjillatlanta.org</a> <a href="http://www.jackandjillatlanta.org/contactus.asp">http://www.jackandjillatlanta.org/contactus.asp</a>
Tutorial Buzz		<a href="http://jobs.tutorialbuzz.com/a/jobs/find-jobs">http://jobs.tutorialbuzz.com/a/jobs/find-jobs</a>
Bright From the Start		<a href="mailto:lpeace@doe.k12.ga.us">lpeace@doe.k12.ga.us</a>
The National Center for Public Policy & Higher Education The Education Pipeline 152 North Third Street, Suite 705 San Jose, California 95112	408-271-2699 Fax: 408-271-2697	<a href="http://www.highereducation.org/reports/pipeline/center@highereducation.org">http://www.highereducation.org/reports/pipeline/center@highereducation.org</a>
Just Tech Jobs	877-906-6373	<a href="http://www.justtechjobs.com">http://www.justtechjobs.com</a>
Atlanta Drupal Users Group		<a href="http://www.drupalatlanta.com/about">http://www.drupalatlanta.com/about</a>
CIO		<a href="http://www.cio.com/">http://www.cio.com/</a>

Address	Phone Number	Contact
The Public Radio News Directors Guide PRNDG		<a href="http://www.prndg.org/">http://www.prndg.org/</a>
Jobing	404-256-2900	<a href="http://www.jobing.com/recruiting.asp">http://www.jobing.com/recruiting.asp</a> Jessica Fraser <a href="mailto:jessica.fraser@jobing.com">jessica.fraser@jobing.com</a>
Mandy.com		<a href="http://www.mandy.com/">http://www.mandy.com/</a>

**Georgia Public Telecommunications Commission**  
**Vacancies Filled - Combined Report**  
**December 1, 2009 to December 1, 2010**

Job Title	Date Posted	Posting Method	No. of App	No. of Interviews	Recruitment Source for Each Interviewee	No. Hired	Recruitment Source for Hired Applicant(s)	Recruitment Resources
Program Services Coordinator C-23-09	9/23/2009	INTERNAL & EXTERNAL	77	4	GPB Email GPB Website	1	GPB Email	GPB Email GPB Website Ga Tech-Career Buzz Contacts Media Bistro SCAD Online CPB
Chief Technology Officer C-24-09	10/7/2009	INTERNAL & EXTERNAL	124	3	GPB Website The Ladders	1	The Ladders	GPB Email GPB Website Ga Tech-Career Buzz Contacts CPB The Ladders TV & Radio Jobs
Network Control Operator C-25-09	12/8/2009	INTERNAL & EXTERNAL	35	4	GPB Website	1	GPB Website	GPB Email GPB Website Mass Media Jobs.com
Executive Producer C-26-09	12/22/2009	INTERNAL	3	1	GPB Email	1	GPB Email	GPB Email
Client Services Coordinator C-27-09	12/29/2009	INTERNAL & EXTERNAL	82	2	GPB Email GPB Website	1	GPB Email	GPB Email GPB Website Mandy.com Ga Tech-Career Buzz Contacts Media Match Mass Media Jobs.com CPB
Interactive Designer Developer C-2-10	1/7/2010	INTERNAL	2	2	GPB Email	1	GPB Email	GPB Email
Member & Audience Services Supervisor C-3-10	1/12/2010	INTERNAL	2	1	GPB Email	1	GPB Email	GPB Email

**Georgia Public Telecommunications Commission**  
**Vacancies Filled - Combined Report**  
**December 1, 2009 to December 1, 2010**

Senior Network Engineer C-6-10	2/24/2010	INTERNAL & EXTERNAL	65	7	GPB Website	1	GPB Website	GPB Email GPB Website Ga Tech-Career Buzz Contacts Georgia State Univ. UGA Dawg Link SPA Career Jobs Network Professionals Association Department of Labor Dice
Network Control Operator C-7-10	5/24/2010	INTERNAL & EXTERNAL	75	18	GPB Email GPB Website Ball State	3	GPB Email GPB Website	GPB Email Florida State Nacelink/Seminole Link Ball State Nacelink Mass Media Jobs.com SPA Career jobs Ga Tech-Career Buzz Contacts Department of Labor Dice
Office Assistant C-8-2010	5/25/2010	INTERNAL & EXTERNAL	85	2	GPB Website	1	GPB Website	GPB Email GPB Website Department of Labor Ga Tech- Career Buzz Contacts Clark Atlanta Univ. Atlanta Technical College Spelman College Clayton State
Videographer C-10-10	6/14/2010	INTERNAL & EXTERNAL	110	8	GPB Website	1	GPB Website	GPB Email GPB Website Ga Tech-Career Buzz Contacts SPA Career Jobs Mass Media Jobs.com Department of Labor Media Bistro.com CPB

**Georgia Public Telecommunications Commission**  
**Vacancies Filled - Combined Report**  
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Web Content Curator C-13-10	6/17/2010	INTERNAL & EXTERNAL	94	8	GPB Website Opportunity Knocks	1	GPB Email	GPB Email GPB Website ARCHE GPEE Opportunity Knocks PBS Connect Pipeline List Serve PND Job Bulletin Ga DOE Media Specialists List Serve Bright From The Start CPB Ga Tech- Career Buzz Contacts SCAD Atlanta Art Institute SW Ga. Educational Service Agency Tutorial Buzz.com
Development Associate C-14-10	6/21/2010	INTERNAL	1	1	GPB Email	1	GPB Email	GPB Email
Unit Financial Services Specialist C-16-10	6/28/2010	INTERNAL & EXTERNAL	49	7	GPB Website SPA Career Jobs	1	SPA Career Jobs	GPB Email GPB Website Department of Labor Ga Tech-Career Buzz Contacts SPA Career Jobs



**Georgia Public Telecommunications Commission**  
**Vacancies Filled - Combined Report**  
**December 1, 2009 to December 1, 2010**

Major Gifts Officer C-21-10	8/18/2010	INTERNAL & EXTERNAL	35	12	GBP Website American Society of Fundraising Professionals Opportunity Knocks Agnes Scott College PND Philanthropy News Digest	1	GBP Website	GBP Email GBP Website Foundation Center.org Philanthropy News Digest Opportunity Knocks Indeed CPB Emory Ga Tech- Career Buzz Agnes Scott Ga. State Univ. Mercer Univ. Spelman College Morehouse Clark Atlanta Univ. Latin American Assoc. American Society Fundraising Professionals Jack and Jill (Atlanta) 100 Black Men of Atlanta

2010 Equal Employment Opportunity  
Public Inspection File Report  
List of Initiatives

5. Provide a list and brief description of initiatives undertaken to satisfy the requirement to complete four “menu options” within a two-year period.
- (v) Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.

Georgia Public Broadcasting's internship program has continued to expand with new opportunities that will be enhanced to promote a more diverse internship program. Currently GPB has expanded its program to now include the following operational areas; Productions, Information Technology, New Media, Radio, Finance, Procurement, Education, Marketing and Creative Services and Original Programming. The organization will continue to look for ways to partner with members of the local and national community to attract students that are acquiring skills needed for administrative and broadcast level employment. GPB's internship program benefits undergraduate and graduate students, as well as high school students seeking experience and hoping to explore career opportunities or acquire college credit. Internship opportunities have also included the following areas: Radio, Multi-Media Web Development, Public Relations, Member and Audience Services and Television Production. Georgia Public Broadcasting also actively extends ongoing opportunities for Volunteers through the efforts of the organization's Volunteer Coordinator for events and fund-raising campaigns. A description of the programs we have highlighted are outlined below.

Radio Internships: This program gives selected students the opportunity to be trained in broadcast journalism and as music show hosts. It also provides an opportunity for broadcast, journalism and music students to participate in radio production functions. The radio internship can encompass three areas: music production, news production, and news reporting. The Radio Internship program has created many opportunities for students not only in Atlanta but also the Savannah, Macon, and Rome, Georgia operational areas.

Multi-Media Web Development Internships: This program has grown and created opportunities for students to learn Media, Flash, Dream Weaver and other multi-media technology. With the continued work in this area, since 2005 an apprentice/intern program was developed. Student were provided with a wide range of experience and provided continued support as needed to the GPB web team in all operational areas. The work performed impacted the television production and education areas of the organization.

Television Production Internships: This program was driven by students pursuing degrees or interest in television production. The program provides experience in the many tasks required to produce studio and documentary programs for public television audiences. This type of opportunity can include research, field and studio production and editing.

Lawmakers Internships: GPB recruits seven interns to cover the activities of the Georgia General Assembly legislative session. This program offers compensated internships for college or graduate students interested in broadcasting, journalism, political science or video production. These internships provide opportunities to research, write, produce and edit stories, as well as gain experience on technical equipment used in production of the series (i.e., Panasonic News Byte editing system, robotic cameras,

Chyron character generator and teleprompter). There are approximately 50 work days for Lawmakers interns.

**Emma Bowen Foundation Program:** GPB recruited two interns to participate in a 3 year Program sponsored by the Corporation of Public Broadcastings called the “Emma Bowen Foundation”. This program consists of a year round internship during the Winter, Spring, Summer and Fall Semesters where students develop diverse knowledge while working in a variety of areas within Georgia Public Broadcasting. This program began in 2007 and ended July 31, 2010. The foundation allowed GPB to participate in a scholarship funding program that was designed to assist students interested in pursuing a career in broadcasting.

**Apprentice and Volunteer Programs:** This program continues to create meaningful experiences and training opportunities for students and citizens within the community.

- The Apprentice Program ended in 2008 and used public and private sector students throughout the state to capture video footage for use on the GPB Education television network and website and for GPB partner organizations. Students were selected from journalism, film, communications and broadcast programs in colleges, universities and technical colleges around the state.
- The Volunteer Program gives opportunities to students and citizens within the community. The areas for volunteering range from shadowing with producers, scheduling managers, studio production/technical teams to a variety of events and activities at GPB to include fundraising (pledge) and television production.
- The International Student Program gave opportunities for partnerships with organizations that sponsor students that travel abroad with an interest in the broadcast industry. GPB will examine opportunities as they arise to sponsor other students for this program.

**(vii) Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting.**

**Emma Bowen Foundation Program:** GPB has participated in a 3 year scholarship program that ended July 31, 2010. The program offers students opportunities to learn many aspects of corporate operations and develop company-specific skills. Students participate in an annual student conference, a community service program and a mentoring program to further enhance the student's knowledge and experience. While this program has been included in our internship program, it is the only program that provides funds/scholarship monies to the participating students. This Program is sponsored by the Corporation of Public Broadcastings. The students placed with Georgia Public Broadcasting have developed diverse knowledge while working in a variety of areas that are designed to assist them in their pursuit of careers in broadcasting.

**(viii) Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for a higher-level position.**

Through the Human Resources Office, Georgia Public Broadcasting continues to develop, coordinate, and provide ongoing in-house training as well as training that is outsourced to public and private vendors, to provide employees with additional skills to perform job responsibilities and to obtain higher-level responsibilities or positions. Some areas of training include:

- **Safety Training** for field engineers to ensure guidelines needed to maintain safe worksites where engineers may work at remote location alone and have access to electrical equipment and other environments that safety precautions should be taken and guidelines followed.
- **DOAS Training** for administrative support, supervisory and procurement staff that manage the purchasing card process and supply orders for the organization.
- **Sexual Harassment training** for managers and staff to bring awareness of workplace harassment and how to preventive measures that should be taken.
- **EEOC Training** for human resources staff on workplace diversity, employment laws and handling discriminations charges and complaints that may arise.
- **Mediation Training** for key management leaders. This training aides in handling internal conflicts and resolving issue that may arise.
- **Career Track Training** for employees on any level, Management training is provided to assist in the areas of Communications and Managing pressure in the workplace.
- **E-Performance Training** for Human Resources staff to plan the implementation of a new performance appraisal systems for all employees in 2010.
- **Microsoft Suite** (Word, Excel, Power Point and Access);
- **Visio Professional 2003** software training administered to division administrative assistants to train staff to create organizational charts;
- **Microsoft Project 2000** for administrative and professional employees;
- **File Management Training** for clerical personnel responsible for archiving and maintaining confidential documents;
- **Annual Briefing for Administrative Professionals** for clerical assistants and supervisors that provides professional development opportunities for networking, enhancing teamwork and sharing information among colleagues;
- **Leadership and Management Training Courses** for executive, upper level management, supervisory and new supervisors to provide training that demonstrates the necessary communication skills required to build rapport, provide feedback and work well with coworkers, supervisors, customers and vendors. These courses have been provided through the State Personnel Administration, Georgia Leadership Institute and the Carl Vinson Institute.
- **Stephen Covey Leadership training** and other self development training courses are also provided for management and employees to enhance and motivate the overall development of leaders, supervisors and staff that promote and encourage better productivity in work and family life. **Fundamentals of the Georgia Performance Management Process for Supervisors and Upper Level Management** to train supervisory staff to evaluate employees fairly and to document the process;
- **CPR and Automated External Defibrillators (AED) Training** sponsored by the American Heart Association and American Red Cross to train and certify staff that work off-site and outdoors such as production crews;
- **Telework and Work Away Training** where employees are selected as coordinators to track and coordinate telework and alternate work site agreements for employees that work condensed work weeks; employees are also training in policy and procedures when participating in a telework agreement;
- **FLSA Training** for personnel workers to keep abreast of laws and standards for employees and work schedule requirements;
- **Graphic Design and Editing training** in the areas of broadcast engineering and production. This includes training in Adobe PhotoShop and Illustrator, digital training classes for staff involved in education, web team, maintenance and satellite engineering, Avid Editing, trouble shooting, and Avid Media Composer;
- **Human Resources Conference and Training** for personnel staff to keep abreast of changes within the human resources area including law and succession planning.

- **Employees Retirement and Teachers Retirement System** training for personnel staff to keep abreast of retirement application and leave certifications required.
- **HCM Upgrade Delta/People Soft Training** for personnel staff to learn new databases and software;
- **Risk Management Workshop** for HR and Procurement staff that focus on worker's compensation, liability and property matter;
- **Grammar Basics Training** for staff required to do considerable writing for reports and/or presentations;
- **PM Tool's** software training for new supervisors and managers to learn the navigation of the performance evaluation software to evaluate staff;
- **Human Resources Training** course provided to personnel staff to review policies, procedures and develop strategies to provide better service and information to employees;
- **Secure Perfect, Wave Reader Security Systems** software training provided to specific staff that designs, manages and implements the use of a security database including badges and the tracking and monitoring of access rights and privileges within the organization;
- **Team Building Training** proved by Cameron & Associates, GPB's Employee Assistance provider for staff development.
- **Manufacturer's** electronic equipment training for engineering staff provided by Motorola.
- **RAF Safety** training for transmitter engineering staff .
- **Digital Conversion** equipment upgrade and manufacturer's new equipment workflow training for field engineering, maintenance engineering, and master control staff.

**(x) Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.**

Each year Georgia Public Broadcasting participates in at least four job fair/career day events sponsored by educational institutions designed to promote and encourage career opportunities in broadcasting. Some of these events for the 2009-2010 calendar year include:

- **Career Day at Redan High School, (Stone Mountain, Ga.)** April 16, 2010
- **Career Day at Canby Lane Elementary School, (Decatur, Ga.)** March 2010
- **Career Day, West Manor Elementary School, (Atlanta, Ga.)** May 4, 2010
- **Greater Augusta Annual Job Expo, (Augusta, Ga.)** June 24, 2010
- **Central Education Center, Recruitment Session, (Newnan, Ga.)** August 17, 2010

These events motivate and inform students and the surrounding community about the organization and career opportunities available at GPB in the areas of media, journalism, and communications.